

State Plan Under Title XIX Of The Social Security Act

State Wisconsin

**OFFICIAL** - 77-008

Methods of Administration To Assure Non-Discrimination Under  
Federal Civil Rights Laws and Regulations Including Title VI and  
VII of The Civil Rights Act of 1964

The Bureau of Health Care Financing, Division of Health is under the Department of Health and Social Services. The Department has a comprehensive Affirmative Action - Civil Rights Compliance Plan which covers all Units, Sections, Bureaus and Divisions within the Department.

The following methods of administration are used to assure non-discrimination:

1. A monitoring system regarding compliance and implementation of the plan based on quarterly meetings with Division designees.
2. Development of a comprehensive training/technical assistance package on affirmative action - civil rights compliance which will be available to all divisions and providers.
3. Review of existent compliance documents required by Federal offices and development of a standardized procedure to respond to such requirements.
4. Addition of affirmative action - civil rights compliance responsibilities to all position descriptions for line supervisors and administrators.
5. Review and action regarding qualitative goals at Division level which could be better attained at Department level.
6. Standardized implementation of affirmative action-civil rights compliance committees throughout the Department.
7. Review of personnel procedures regarding possibility of disparate impact, i.e. clerical test, training and experience requirements, evaluation procedures and random ranking.

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